



St. Anne's

Primary School

60 KNEES ROAD, PARK ORCHARDS, VICTORIA 3114

POLICY: MOBILE DEVICE POLICY

RATIONALE:

- Mobile phones are important modern day communication tools, essential in providing a safe and effective school environment. However, they can easily be improperly used, lost or damaged and must therefore be effectively managed.

AIMS:

- To utilise the benefits of mobile phones whilst managing the problems they can potentially cause.

IMPLEMENTATION:

- The school will purchase and maintain enough mobile telephones and service contracts to satisfy its needs.
- Teachers in charge of all excursions and trips involving students must ensure the school's mobile phones or similar appropriate communications devices accompany each trip.
- Staff returning mobile phones are responsible for ensuring that they are recharged.
- Mobile phones are not to be used for private calls, with the exception that staff are permitted to contact families or loved ones during overnight excursions or if an excursion is returning late.
- Students are not to use the school's mobile phones without permission directly from the Teacher in Charge.
- Staff will be kept informed of Department of Education information relating to health effects of using mobile phones.
- Students are permitted to bring personal mobile phones to school at the discretion of their parents. This should be for safety or personal reasons that justify the student being in possession of a mobile phone. Mobile devices can be stored securely in classrooms or bags. They are brought to school at their own risk.
- The school does not accept responsibility for lost or damaged student mobile phones.
- Students who bring wearable mobile devices such as smart watches must have them switched off or have notifications switched off (or on school mode).
- Students' mobile phones must not be brought to classes, meetings, assemblies or similar organised activities and should not be seen at non-class times such as recess or lunch breaks. They should be stored in school bags or on the teachers desk and turned off.
- Mobile phones and students using them must not cause disruptions to classes or individuals, and must not cause a nuisance to the smooth running of the school.
- Students misusing personal mobile phones at school or causing a nuisance will be brought to the attention of the principal.

- The principal may revoke a student's privilege of bringing or using mobile phones whilst at school or make alternative storage arrangements.
- Mobile phones owned by students and staff are brought to school at their own risk. The school's insurance cover will not compensate damaged, lost or stolen personal mobile phones.

EVALUATION:

Evaluation of the Mobile Phone Policy will take place every four years or when necessary.

This policy was developed in 2022

The next review will be in 2025